



**Berkshire Township Trustees**  
**Regular Meeting Agenda WIP – May 13, 2024**

**Call to order**

**Determination of a Quorum/Roll call**

**Pledge of Allegiance**

**Approval of meeting minutes**

- April 8, 2024 - Meeting Minutes
- April 23, 2024 - Special Meeting Minutes
- April 29, 2024 - Special Meeting Minutes

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**The next Trustee Meeting:** June 10, 2024, at 1454 Rome Corners Road at 7:00 p.m.

**Announcements:** Berkshire Township has been awarded a 2024 Healthy Communities Micro Grant. The grant will pay for the installation and first year subscription for a QR F.I.T. Trail. This is a 6-station outdoor, contactless, equipment-free bodyweight exercise system. It will be installed along our current perimeter path.

**Old Business:** none

**New Business:**

Motion to approve **Resolution 2024-5-1** for a transfer of funds from Fund 2902 Misc Special Revenue – OP TIF to new Fund 4905 Misc Capital Projects – Other TIF in the amount of \$24,120.24

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve **Resolution 2024-5-2** approving the total receipts for the 1<sup>st</sup> half 2023 real estate tax distributions of \$2,417,046.65

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve **Resolution 2024-05-3 / P.O. #26-2024**-payable to Delaware County Auditor in the amount of \$1,266,981.20 for 1<sup>st</sup> half real estate tax distributions – Fund 3901 Columbus Outlet TIF.

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approval **Resolution 2024-05-4 / P.O. #28-2024** payable to the Delaware County Auditor in the amount of \$295,408.81 for 1<sup>st</sup> half real estate tax distributions – Fund 3902 NW Berkshire TIF.

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve **Resolution 2024-5-5** approving the reallocation of funds from Fund Buildings 1000-760-720 to Fund Tax Collections Fees 1000-110-314 in the amount of \$50,000 for fees for tax collection of 2023 1<sup>st</sup> half real estate tax.

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve **Resolution 2024-05-6** authorizing the township administrator to enter into the Healthy Communities Micro Grant Service Agreement (Notice of Award dated April 15<sup>th</sup>, 2024)

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve a **P.O. 2024-5-P1** payable to QR F.I.T. Trail, LLC in the amount of \$2,590.00 for the purchase of QR F.I.T. system/subscription. (This will be repaid via the Healthy Communities Mirco Grant after installation.)

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve **Resolution 2024-05-7** approving the hiring of Alison Newton as the new Board Secretary with a compensation of \$300.00 a month beginning June 1<sup>st</sup> and approving Alison Newton to act as Board Secretary on Wednesday, May 15, 2024, for compensation of \$100.00.

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve **Resolution 2024-05-8** authorizing the township administrator to enter into the TIF agreement with Berkshire Holdings I, LLC as presented– Reimbursement amount not to exceed \$1,700,165.00 million.

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motin to approve **Resolution 2024-05-9** authorizing the issuance and sale of up to \$2,500,000 of park improvement bonds.

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve a **P.O. 2024-5-P2** payable to Pony Powersports Group in the amount of \$23,458.00 for the purchase of a 2023 Polaris Ranger XP 1000 Premium.

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve a **Blanket P.O. 2024-5-P3** payable to Bricker Graydon for the engagement of special counsel to Berkshire Township in connection with the extension of the Township’s TIF agreement.

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motin to approve **Resolution 2024-05-10** authorizing township administrator to enter into a contract with Chemcote Inc. to surface the perimeter path at a bid amount of \$50,814.00

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve a **P.O. 2024-5-P4** payable to Chemcote Inc. in the amount of \$50,814.00 for the surfacing of township hall perimeter path.

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve a **P.O. 2024-5-P5** payable to Silco Fire & Security. in the amount of \$12,772.95 equipment upgrades associated with the building expansion.

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to approve **resolution 2024-05-11** identifying the lowest responsive and responsible bidder and accepting bid and awarding contract with the lowest responsive and responsible bidder (Setterlin Building Company) for the Berkshire Township building addition and renovation.

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Discussion:**

- Delaware County Health Department – Tyler Lane
- BTS&G Fire update – Rod Myers
- Parks Project update – Paul Disantis/ Tyler Lane

**Public participation:**

**Paying of bills:**

Motion to pay all bills and authorized P.O.'s since the April 8, 2024, meeting.

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Motion to enter into executive session per O.R.C. 121.22(G)(1) to consider the appointment, employment, dismissal, discipline, promotion, demotion or compensation of a public employee or official.

Discussion:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**Adjournment:**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_